



**Manawhenua ki Waitaha
Trustee Board Hui Minitī Tuesday 18 December 2018
from 1034 till 1401**

@ 15 Show Place, Te Whare o Te Waipounamu, Kahuraki Room, Ōtautahi

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| Karakia Timatanga | Nau mai, karakia timatanga and karakia mo te kai by Michelle Turrall. | |
| Kai Te Hui Present | <p>Toriana Hunt Jaana Kahu Tumanako Stone-Howard Ngairie Briggs Michelle Turrall Elizabeth Cunningham Christina Henderson Ruth Chisholm</p> | <p>Taumutu Trustee Kaikōura Trustee Rāpaki Trustee Koukourārata Trustee (arrived 1120) Tūāhuriri Trustee Koukourārata Alternate (arrived 1059) Rāpaki Alternate (arrived 1109) Kaiawhina</p> |
| Manuhiri | <p>Manaia Cunningham Clare Pattison Koral Fitzgerald Ian Town</p> | <p>Environment Canterbury, Te Rūnanga o Koukourārata Development Company Senior Strategy Advisor, Environment Canterbury Project Facilitator, Rural Health Work Stream Independant Chairperson, Rural Health Work Stream Independant Director Chairperson, CCN Alliance Leadership Team</p> |
| Tuku Aroha Apology | <p>Jane Cartwright Ramon Pink Wendy Dallas – Katoa Ana Rolleston Maire Kipa</p> | <p>Ōnuku Trustee Wairewa Trustee Wairewa Alternate</p> |
| Nga Mate | Aroha and mihi for recent passing of her papa Spencer John Kahu. Ka mihi matou ki te wareware matou ki te mahara ki etahi kua pahemo. | |
| Trustees Only Session | <p>1.0 No Upcoming Hui Declared. 1.1 No Disclosure of Conflict. 1.2 No Health and Safety Issues – nothing reported to Kaiawhina. 1.3 Rūnaka Rep Appointments. 1.4 Policy and Procedures. 1.5 Subkomiti. Workforce Development (Ōnuku, Rāpaki, Wairewa) Scholarship (Ōnuku, Tūāhuriri) Strategy (Taumutu, Tūāhuriri, Kaikōura) Policy (Tūāhuriri, Kaikōura, Ōnuku, Wairewa) Ngāi Tahu Health Summit (Koukourārata, Kaikōura, Tūāhuriri, Rāpaki)</p> | |

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| | <p>Ngāi Tahu Health Summit Subkomiti established to understand the health strategy and to ensure Papatipu Rūnanga benefit.</p> <p>Action Amber Clarke to be invited to March Board Hui by Kaiawhina to discuss MKWT representation in reports and aligns with MKWT goals. Kaiawhina to email Ngāi Tahu Health Strategy to MKWT Board members.</p> |
| Previous Minitī | <p>4.0 Previous miniti dated 20 November 2018 Minitī as read. Adopted as a true and correct record. Moved Tūāhuriri. Carried</p> <p>Correspondence In/Out</p> <ul style="list-style-type: none"> - Letter to Tracey Chambers re endorsement of Joshua Caldwell on DSAC. - Flower's to Kaikōura Trustee Jaana Kahu re recent passing of papa Spencer. |
| <p>Reports</p> <p>Kaitiaki Moni</p> <p>In – Komiti</p> <p>Kaiawhina</p> | <p>7.0 Invoices and Financial Reports for December 2018 approved as a true and accurate record and payments approved and to be paid. Moved Taumutu/Tūāhuriri Carried.</p> <p>7.1 – 7.5.</p> <p>8.0 Presented as workload activities for November/December.</p> |
| General Business | <p>9.0 Strategy Hui – Jane Cartwright to facilitate hui on 29 January as a half day starting in the morning in Aoraki Room.</p> <p>Action Panui to MKWT by Kaiawhina stating the Strategy (morning) and Board (afternoon) hui to be held on the same day of 29 January 2019. Moved Koukourātata/Tūāhuriri. Carried.</p> <p>9.1 Administration Contract - 0.5 FTE -. currently fulfilling half of the contract 0.25 FTE by Kaiawhina. Contract to include Kaitiaki Moni position as currently is allocated a set fee to cover administrative costs and so both Kaiawhina and Kaitiaki Moni shall be in line with the contract.</p> <p>Action A summary by Kaitiaki Moni to describe administrative details over the previous year. A working group to meet early 2019 to follow through the Administration Contract.</p> <p>9.2 Scholarship – meeting between Hector Matthews, Tumuaki and Kaiawhina on 30 November enabled application form to be revised. The closing date agreed by MKWT as 29 March 2019.</p> <p>Action Revised application form to be emailed by Kaiawhina to Hector Matthews for approval and advertising to be emailed around Christmas. By January/February advertising by Kaiawhina to be emailed to Ngāi Tahu; Ara; UoC; CDHB and MKWT websites; Rūnanga. Moved Tūāhuriri/Kaikōura</p> <p>9.4 Thank you to Kaiawhina.</p> <p>9.5 Thank you to those who attended Spencer Kahu's tangihanga and for the flowers and cards.</p> |

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| | <p>9.6 Cancer Representative – endorse Wendy Dallas – Katoa and Kaiawhina to send an endorsement letter with a note to say in the new year someone else shall sit alongside Wendy.</p> <p>9.7. Te Rōpu Arahi – Rural General Practitioners Network (Cultural Advisors). Kaikōura MKWT shall be attending their February/March hui and will bring feedback as a South Island Alliance rōpu back to MKWT.</p> <p>9.8 Clinical Canterbury Network – Alliance Leadership Team (ALT) Equity Paper – Māori Caucus was presented a paper written by Matthew Reid re equity for ALL. Same paper to be presented by manuhiri today Ramon Pink (ALT Chairperson). Paper tabled by MKWT.</p> |
| <p>Manuhiri</p> | <p>10.0 (arrived 1210) Clare welcomed. Air quality and health liaison with community. National standards reviewed by Minister of Health and Clare seeks feedback from MKWT:</p> <ul style="list-style-type: none"> - Warmer, dry, safer homes - Better health forming relationships - Air pollution awareness e.g. 8 airsheds exceeding air pollution - Timaru, Wash dyke, Waimate, Geraldine, Ashburton, St Albans, Woolston, Kaiakoi, Rangiora i.e. different areas for different burners - ECan report CPH issue notice. North Canterbury and Kaikōura not indicated as issue with air zones - Affordable efficient heating – housing space working parallel CPH and Councils. - New initiative – Healthier Homes Canterbury (rate payer - \$6000 loan i.e. ground barriers to avoid damp; smoky chimney (pilot) e.g. 2000 complaints annually – no fines, take kindling, wood splitter, build fires – less wood, avoid gas heaters (causes damp). <p>10.1 (arrived 1226) Manaia welcomed. Start relationship and engagement with MKWT. Mahinga Kai healthy kai – water ways, growing healthy. Support Crown Public Health food standards. Work with MKWT - traditional seat in health to consider environmental health.</p> <p>10.2 ECan principles present at Rūnanga level e.g. hunting – meat quality. Run off into sea.</p> <p>10.3 (arrived 1239) Koral, Ian and Jane Cartwright welcomed by Kaikōura Trustee:</p> <p>Points of Discussion:</p> <ul style="list-style-type: none"> - Kaikōura earthquakes, North Canterbury, Oxford. Consultative process lasting over year - Issues escalate through CDHB e.g. rural workforce - Issues for MKWT – seven Papatipu e.g. Akaora making sure Māori representation and Rūnanga reported to; service delivery – different kaupapa; inclusion of all Māori services e.g. fam gangs, shearers. MKWT servicing Papatipu and Rūnanga - to ensure has input and have a voice - Issues not working well e.g. isolation and access services; quality of water e.g. relying on tank water (\$1000 a truck); better access to experts; smaller communities become unviable and fewer medical attention; need to be much more creative e.g. tele health on Chatham Island; access to broadband |

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| | <ul style="list-style-type: none"> - Reorientate services – rely on Māori community collectively e.g. Rāpaki opens clinic in February - Quality of service e.g. Nurse prescribers and practitioners; GP relationships; on marae – healthy pa; rural focus on drug epidemic e.g. closure of St Mary's (Hamner); key partner is St Johns Ambulance - Disparity of health – educate and support health workforce - Directed by whānau not health professionals; continuity of care in the community; Māori kaupapa care services. <p>10.5 (arrived 1322) Ramon welcomed.</p> <p>Points of Discussion:</p> <ul style="list-style-type: none"> - Alliance Leadership Team (ALT) plans to review Māori representation - What Māori can offer the health system - Canterbury the first DHB with improved rates for Māori immunisation and rheumatic fever - Equity paper written for ALT by Matthew Reid has been tabled at Māori Caucus - MKWT continue to tautoko Ramon representing MKWT at ALT and tabled equity paper presented <p>Manuhiri left at 1356.</p> |
| <p>Karakia Mutunga Closing Prayer</p> | <p>Karakia Mutunga by all Katoa. Hui closed at 1401.</p> <p>Teputy Tumuaki Signature <u><i>M. Small</i></u> Date <u>19/2/19</u></p> |

| | Action | By Who | By When | Completed/Update |
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| Dec | Amber Clarke to be invited to March Board Hui & email Ngāi Tahu Health Strategy to MKWT | Kaiawhina | January | Completed |
| | Declaration form to be sent to AON in January and to add 8 iPads | Kaiawhina | January | Completed |
| | Panui to MKWT Strategy & Board hui to be held on 29 January | Kaiawhina | January | Completed |
| | A summary to describe administrative details over the previous year. A working group to meet early 2019 | Kaitiaki Moni | January | Update |
| | Revised scholarship application form to be emailed to Hector & advertising around Christmas. By January/February advertising to Ngāi Tahu; Ara; UoC; CDHB and MKWT websites; Rūnanga | Kaiawhina | Dec/Jan/Feb | Completed |

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| Nov | Xero to be available via e-viewed at all MKWT Board Hui with education available | Kaiawhina/Kaitiaki Moni | January | Completed |
| | Policy & procedures miniti & updated manual emailed to MKWT | Kaiawhina | January | Completed |
| | Update access on Xero for all Board members | Kaikōura/Kaitiaki Moni | January | Completed |
| | Coffee with Norm & Charlie | Tumuaki | January | Completed |
| | Dropbox purchased as business account | Kaiawhina | December | Free services |
| Oct | Original name for Burwood Hospital | Tūāhuriri/Strategy Subkomiti | January | Update |
| | Contact infection control re Burwood Kohatu & contact Mary & Hector re Burwood pounamu display | Strategy Subkomiti | February | Update |
| | Seek right person for HAC | MKWT | February | Update |

| | Conflict Of Interest Register |
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| Ōnuku Wendy Dallas-Katoa (Tumuaki) | <i>MKWT Ōnuku Representative (Chair), Ōnuku Rūnanga member, IHI Research – researcher, Rapaki Branch MWWL, NZBA Māori Advisor Board, He Hono Wahine (RANZCOG), CDHB – CPHAC, Te Kahui o Papaki ka Tai (Māori Primary Health Advisory Group), Greater Healthy Christchurch, Māori Development Research Komiti, Population and Access (Otago University – Canterbury), Population Health & Access SLA, CCN Māori Caucus Group member</i> |
| Tūāhuriri Michelle Turrall (Teputi Tumuaki) | <i>Alternate Representative TRONT; PHO Director – Christchurch PHO; Executive Committee Tūāhuriri; Child and Youth Workstream; Grievance Panelist Te Poutama Arahī Rangatahi</i> |
| Kaikōura Jaana Kahu | <i>Te Rūnanga o Kaikōura member; Rural work stream CCN; Te Tai o Marokura Trustee; SIA Child Youth SLA; Te Rōpu Arahī (Gov. NZRGP Network); Māori Caucus CCN</i> |
| Taumutu Toriana Hunt | <i>Family Advisory Committee; CDHB employee</i> |
| Koukourārata Ngaire Briggs | <i>Te Rūnanga o Koukourārata member; Oral Health Service Development Group</i> |

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| <p>Rapaki Christina Henderson</p> | <p><i>Alternate Representative TRONT; Te Hapū o Ngāti Wheke</i></p> |
| <p>Koukourārata Elizabeth Cunningham</p> | <p><i>Te Rūnanga o Koukourārata Manawhenua Alternate; Representative on TRONT for Koukourārata; Councillor Environment Canterbury; Chair Rapaki Branch M.W.W.L</i></p> |
| <p>Wairewa Ana Rolleston</p> | <p><i>Christchurch Primary Health Organisation; CDHB Hospital Advisory; Manawhenua Ki Waitaha Wairewa representative</i></p> |
| <p>Rāpaki Tumanako Stone- Howard</p> | <p><i>Co-Design of Maternity; CDHB employee</i></p> |